

Elsie Immel-Blei
Vice-President



CULTURAL • ENVIRONMENTAL • HAZARDOUS
EVALUATION & CONSULTING



PROFESSIONAL RESPONSIBILITIES

Serves as project manager and financial officer, and is responsible for budgeting and accounting for ASC Group. She is responsible for: tracking all financial transactions; handling all accounts receivable and accounts payable; oversees payroll processing and completes final payroll reporting.

EXPERTISE

- More than 35 years of experience in cultural resource management with specific concentration in the central Ohio Valley.
- Tracks all financial transactions;
- Handling all accounts receivable and accounts payable
- Oversees payroll processing and completes final payroll reporting.
- Tracking direct expenses for all projects;
- Reviews contracts for new projects;
- Secures and administers all company leases and loans.
- Trustee for the company 401k Plan.

Education

The Ohio State University,
Columbus, BA
Anthropology

Certifications

Archaeologist, Level 3,
Ohio Archaeological
Council